

FINAL PLAT APPROVALS

Boundary Line Adjustment

_____ **Final Plat:** The approval and recording of the final subdivision (10 or more lots). **(LG)**

_____ **Plat Amendment:** An amendment to a previously filed plat or short plat. **(LG / LF)**

_____ **Final Short Plat:** The approval and recording of the final short plat map (9 or less lots). This also includes applications for **Binding Site Plan**. **(LF)**

_____ **Boundary Line Adjustment:** The adjustment or removal of a boundary between lots. **(LW)**

APPLICATION DOCUMENTS: Submit the document copies specified for your application type.

Initial for waiver	Final Plat	Plat Amendment	Final Short Plat	Boundary Line Adjustment
This Chart	1	1	1	1
Application	1	1	1	1
"Bill To" Form	1	1	1	1
Plat Certificate or Title Report ^A	1	1	1	1
Survey Intake Form ^B	1	1	1	1
King Co. Assessor's Map for Site		1		3
Plat Map for Recording ^C	7	7	7	7
Final Landscape Plan ^D				3
Preliminary Approval Conditions ^E	5		5	
Itemized Cost of Plat Improvements ^F	4		4	
Fees	Permit Processing provides current fee information (425-452-4898) Fees are due at submittal ; additional fees may be due in monthly billings. Note that impact fees and Utilities charges may also apply.			

(over)

Footnotes

- ^A Submit a Plat Certificate or Title Report issued or updated within 30 days of application date; this is used to confirm ownership, easements, and encumbrances. Note that an update will be required prior to final approval.
- ^B Prior to formal application, the Plat Map must be checked by City of Bellevue survey staff who will supply a completed Survey Intake form. They will require 1 print of the Plat, current Plat Certificate(s) or Title Report(s) for all properties. Survey can be reached by phone at 425-452-4385 or by mail and in person at 450 – 110th Avenue NE, Bellevue WA 98004.
- ^C Provide **7 copies** at submittal. Drawings must be prepared on the City of Bellevue formatted title block.
- ^D Required only for developed commercial property; **submit 3 copies.**
- ^E Submit **5 copies** of the Preliminary Plat Approval Conditions (resolution) or the Preliminary Short Plat Approval Conditions (from the land use staff report), together with an explanation of the method of compliance for each condition.
- ^F Submit **4 copies** of the itemized cost list of all short plat or plat improvements; indicate whether improvements are complete or incomplete (based on approved engineering plans). Note: Prior to final approval, a performance assurance device in the amount of 150% of the estimated cost of improvements will be required to guarantee completion of all remaining improvements.

Please Note

The property owner bears the responsibility for the accuracy and completeness of all information provided with or affecting the application submittal.

If the property contains or is adjacent to critical areas (top of bank of streams, wetlands; floodplains, and geologic hazard areas), additional information may be required. See a planner for handouts.

The city may require additional information as needed. If you have any questions concerning your application submittal, please visit or call Development Services (425-452-6800) between 8 a.m. and 4 p.m., Monday through Friday (Wednesday, 10 a.m. to 4 p.m.).

The city will provide reasonable assistance with physical access, communication, or other needs related to a disability. Assistance for the hearing impaired: Dial 711 (Telecommunications Relay Service).